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From: Laidlaw, Tina
Sent: Tue 4/8/2014 9:45:36 PM
Subject: EPA Nutrient Workshop
[Region 8 RTAG agenda April 4 2014.docx](#)

Reminder – Region 8 is planning to host the Nutrient Workshop/ RTAG from **May 6th-8th** at the EPA Conference Center in Denver, CO. EPA HQs can cover the travel expenses for 1 expert from each state to participate. We have provided contact information for 1 technical expert to TetraTech; they will be contacting you within the next week to begin working on the travel arrangements.

Draft Agenda: The planning committee has been hard at work developing a draft meeting agenda. Thanks to Eric Hargett (WY), Patrick Snyder(SD) and Mike Ell (ND) for their willingness to serve on the planning committee and for their excellent input. We tried to incorporate many of the meeting topics you suggested into the draft agenda. We'd appreciate it if folks could please take a few minutes to review the proposed agenda and let us know how you think it looks. Specifically, we'd like your feedback on the following:

- a) are there any topics or issues that you'd like to see included (or removed)?
- b) is there a specific topic you'd like to cover in your state presentation?
- c) what agenda items do you consider as "priority topics"?
- c) other feedback or general comments on the proposed agenda.

Travel Assistance: HQs will provide travel support (airfare, per diem, lodging) for **1 person** from each state (technical expert) to participate. TetraTech will be contacting you soon to figure out travel arrangements.

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Lodging Details: (if EPA is not providing travel support, please note that reservations must be made by April 18th)

Spring Hill Suites Denver Downtown

1190 Auraria Parkway

Denver, Colorado 80204

Rate: \$156 per night plus tax (reminder that HQs will cover lodging for 1 expert from each state)

The block of rooms is reserved from May 5th; checking out on May 8th.

Participants not covered by HQs travel support should contact the Spring Hill Suites directly to make their lodging reservations.

Book your group rate: EPA Group >>

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Additional Participants: Currently the meeting participation is limited to EPA and State staff. We'd appreciate your input on whether you'd like us to invite any other Federal Agencies to participate in the meeting (e.g., USFS, USGS, etc.).

Website: TetraTech is hosting a meeting website. We plan to post presentations and other meeting materials on the website. We anticipate the website will be up and running within a week!

Presentations: All presentations are due to EPA the week before the workshop starts (Monday, April 28th). We plan to post materials to the website and the correct copies will be printed for the materials packet.

Feel free to contact me or Al Basile (basile.alfred@epa.gov) with any questions. We look forward to seeing everyone soon!

